



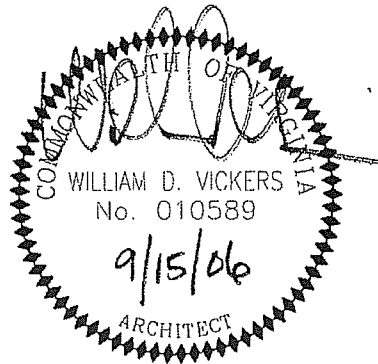
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September 15, 2006

06-1720

ADDENDUM NO. 1
Central State Hospital
Building #39 – Admissions Suite
Renovations
PC# 720-05720-17



TO ALL BIDDERS:

This Addendum supplements and amends the Plans and Specifications **prepared by Versar Inc. dated August 25, 2006 as noted below** and shall be taken into account in preparing proposals and shall become a part of the Contract Documents. The Bidder shall indicate receipt of this Addendum and any previously issued Addenda on the Proposal Form. Each holder of bid documents registered with the Architect will receive a copy of each Addendum. Each prime bidder is responsible for distribution of information conveyed in this Addendum to his sub-bidders and suppliers.

This Addendum includes **two (2)** pages, and contains the following attachments and shall be incorporated into the Bidding and Contract Documents.

ATTACHMENTS

Attendees Sign-in Sheet, (1 Page).
Confidentiality Statement, (1 Page).
Infection Control Guidelines, (4 pages).
Site Access Sketch (1 page).

PRE-BID MEETING OF September 11, 2006

1. All contractors and their employees shall sign a confidentiality statement prior to gaining access to the site (See attached form).
2. The Hospital staff stresses the importance of work area cleanup procedures, infection control and conforming to all health and safety measures during the work of this project.
3. The contractor shall meet all requirements to comply with the Infection Control Guidelines for a Type 'C', Group 3, Class III permit including the modifications indicated in the assessment/permit guidelines. Note that the contractor must meet all requirements for Class I and Class II conditions as noted in the guidelines. (See Infection Control Guidelines attached).

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4. The contractor shall construct temporary dustproof plywood partitions to separate the construction work from the patient population. (See drawings and the attached site sketch for locations).
5. Coordinate and schedule work activities in advance with owner when it is necessary to work in any occupied areas not enclosed and protected by temporary partitions.
6. Contractor's employee parking shall be confined to parking lot 'D' and the lot in front of building #43. Contractor vehicles that must be near the work area shall be permitted and approved by the security director prior to access beyond the west gate (red gate).
7. The west (red) gate will be the access point for all persons and vehicles to the restricted work area of the building. All persons and vehicles passing through this gate shall be given a security check before entering.
8. A security officer will accompany the construction workers at all times when in the restricted area inside the west gate and in the building.
9. All food and smoking shall remain outside the west gate. A smoking area in a non - restricted area will be designated by the owner.
10. All contractor employees shall attend infection control and security training prior to beginning work at the site. This training may occur on the first day of work. Each training session shall last approximately fifteen to twenty minutes.
11. Access to the work area shall be through the stair enclosure as indicated on the attached site sketch. The contractor shall seal the second and lock off the upper door in the stair enclosure. This stair will not be used by the staff or patients during the construction work. The contractor may also construct a temporary dust proof barrier in the stair to minimize dust migration to the upper stair area.
12. All construction debris shall be bagged prior to removal from the construction area.
13. The contractor shall protect all existing fire protection devices within the work area.
14. See specification Section 01000 - Special Conditions for additional security specific requirements.
15. See the attendee sign-in sheet attached.

SPECIFICATIONS

1. Section 00030 Notice of Invitation for Bids: Change the dates as follows..... Sealed bids will be received at the Office of Architectural and Engineering Services, Department of Mental Health, Mental Retardation, and Substance Abuse Services (DMHMRSAS), Commonwealth of Virginia, 1220 Bank Street, Seventh Floor, Jefferson Building, Richmond, Virginia 23218. **The deadline for submitting bids is 2:00 P.M. sharp, as determined by the Bid Officer, on October 26, 2006.** The bids will be opened publicly and read aloud beginning at **2:00 P.M. on October 27th**, at the same location.

END OF ADDENDUM.NO. 1





**Central State Hospital Building 39
Admissions Suite Renovation**

Pre-Bid Conference – Sign-in

Date: September 11, 2006

Time: 10:00 a.m.

Location: Building 43 Conference Room

Attendees:

Name	Company	Office Number	Fax Number	Email Address
Bill Vickers	CJMW	434-847-6564	434-847-6577	Bill.vickers@cjmww.com
Tom Ashworth	DMHMRSAS	804-371-0314	804-371-8898	Tom.Ashworth@co.dmhmrssas.virginia.gov
Jerry Crumley	Brooks & Co.	804-266-6088	804-266-6741	Jeremy@brooks-co.com
David Brooks	Brooks & Co.	804-266-6088	804-266-6741	David@brooks-co.com
Steve Fasion	Pro-Construction	804-278-9022	804-358-2059	stevefasion@proconstruction.com
Charlie Fulton	ARW Contracting Inc.	804-706-9646	804-706-9648	Charlie-arwcontractinginc@comeast.net
Johanna Bowen	Pethe Construction	804-363-8061	804-343-3438	Johanna@petheconstruction.com
James Lowery	CSH- Security	804-524-7122	N/A	N/A
Corine Roebuck	CSH - Admissions	804-524-7707	N/A	N/A
Don Varney	DMHMRSAS	804-399-0490	N/A	N/A
Diane Crawford	CSH – Infection Control	804-524-7948	N/A	N/A
Cindy Jackson	CSH - Admissions	804-524-7929	N/A	N/A
James Bell	CSH – Dir. For Services	804-524-4588	N/A	N/A
Pete Pelman	CSH- Security	804-524-4654	N/A	N/A
Anne Gates	CSH – D14 HAA	804-524-4784	N/A	N/A

CENTRAL STATE HOSPITAL

CONFIDENTIALITY STATEMENT

I understand that any names of patients, or facts about patients, or any circumstances surrounding patients or their families, is considered confidential material. My signature on this sheet indicates that I understand the confidential nature of all patient related information and I agree to abide by the Hospital's confidentiality regulations. I will not discuss/disclose building construction or layout, security, or any observations concerning patients in the Secure Forensic Program.

Signature

Date

Print Name

Building

Addendum No. 1

**Infection Control Guidelines for Pre-bid Conference
Admission Suite-Bldg. 39 Renovation
September 11, 2006**

On Aug. 4, the proposed site for renovation of the admission site in Bldg. 39 was visited and plans were explained to me per Mr. James Lowery, Security Director.

As noted in attached Infection Control Risk Assessment / Permit, the project is classified as **Type C, Pt. Risk Group III, Class III**. It is recognized that there will be close proximity of the construction activity to the space of ongoing patients' admissions. Patients (or staff) with various compromising medical conditions near that area and affected by the renovation activities producing dust or water interruption could be at risk for infectious diseases.

Based on the **Class Type (III) Specifications**, the following guidelines are the Infection Control requirements. It is an administrative responsibility to reach agreement of inclusion or alternatives that meets these regulations in the pre-bid package:

1. Requirements as listed on CSH IC Risk Assessment/Permit under Class III, which includes Specifications for Class I and II-pages 2-4. See attachment with modifications.

2. In addition to the above:

If the Infection Control Professional identifies a significant breach in the IC safety or experiences a disease outbreak related to construction activities, the construction can be stopped until the problem is corrected at the expense of the contractor or at no additional expense to the facility.

Water lines disruptions that supply more than one patient care area (e.g., greater than 2 rooms) for more than 30-60 minutes, warrant flushing prior to use. Faucet aerators and other obstructing and stagnating features (e.g. long pipes and plumbing dead-ends) should be removed, if possible.

The Contractor is to furnish dust mats, HEPA filter vacuums, HEPA equipped air filtration units and portable toilet.

All dust vented to the outside of the construction activity must not be near or in the direction of common traveled paths, intake vents or the HVAC system.

3. The initial IC briefing of the Contractor and assigned Security Person will be done by the Infection Control Professional, if needed. The Contractor and Security Person will each arrange or assign an employee to give a brief orientation to their employees to Infection Control During Construction.

Central State Hospital Infection Control Risk Assessment/Permit

Location of Construction:				Project Start Date:	
Project Coordinator				Estimated Duration:	
Contractor Performing Work				Permit Expiration Date:	
Supervisor:				Telephone:	
YES	NO	CONSTRUCTION ACTIVITY	YES	NO	INFECTION CONTROL RISK GROUP
		TYPE A: Inspection, non-invasive activity			GROUP 1: Least Risk
		TYPE B: Small scale, short duration, moderate to high levels			GROUP 2: Medium Risk
X		TYPE C: Activity generates moderate to high levels of dust, requires greater 1 work shift for completion	X		GROUP 3: Medium/High Risk
		TYPE D: Major duration and construction activities requiring consecutive work shifts			GROUP 4: Highest Risk
CLASS I		1. Execute work by methods to minimize raising dust from construction operations. 2. Immediately replace any ceiling tile displaced for visual inspection. 3. Minor demolition for remodeling			
Date					
Initials					

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<u>CLASS II</u> _____ Date _____ Initials	<ol style="list-style-type: none">1. Provides active means to prevent airborne dust from dispersing into atmosphere.2. Water mist work surfaces to control dust while cutting.3. Seal unused doors with duct tape.4. Block off and seal air vents.5. Wipe surfaces with disinfectant.6. Contain construction waste before transport in tightly covered containers.7. Wet mop and/or vacuum with HEPA filtered vacuum before leaving work area.8. Place dust mat at entrance and exit of work area.9. Remove or isolate HVAC system in areas where work is being performed.
<u>CLASS III</u> _____ Date _____ Initials	<ol style="list-style-type: none">1. Obtain infection control permit before construction begins.2. Remove or Isolate HVAC system in area where work is being done to prevent contamination of the duct system.3. Complete all critical barriers or implement control cube method before construction begins. **4. Maintain negative air pressure within worksite utilizing HEPA equipped air filtration units.5. Do not remove barriers from work area until complete project is thoroughly cleaned.6. Vacuum work with HEPA filtered vacuums.7. Wet mop with disinfectant.8. Remove barrier materials carefully to minimize spreading of dirt and debris associated with construction. **9. Contain construction waste before transport in tightly covered containers.10. Cover transport receptacles or carts. Tape covering.11. Adhesive mats or carpets outside construction barricade entrances shall be kept clean daily or as necessary.

CLASS IV	1. Obtain infection control permit before construction begins.
Date	2. Remove or Isolate HVAC system in area where work is being done to prevent contamination of duct system.
Initials	3. Complete all critical barriers or implement control cube method before construction begins.
	4. Maintain negative air pressure within worksite utilizing HEPA equipped air filtration units.
	5. Seal holes, pipes, conduits, and punctures appropriately.
	6. Construct anteroom and require all personnel to pass through this room so they can be vacuumed using a HEPA vacuum cleaner before leaving worksite or they can wear cloth or paper coveralls that are removed each time they leave the worksite. **
	7. All personnel entering worksite are required to wear shoe covers.
	8. Do not remove barriers from work area until completed project is thoroughly cleaned by the Environmental Services Department.
	9. Vacuum work area with HEPA filtered vacuums.
	10. Wet mop with disinfectant
	11. Remove barrier materials carefully to minimize spreading of dirt and debris associated with construction.
	12. Contain construction waste before transport in tightly covered containers.
	13. Cover transport receptacles or carts. Tape covering.
	14. Adhesive mats or carpets outside construction barricade entrances shall be kept clean daily or as necessary.
Requirements- In Addition:	
**3. Barriers not to be removed until project is complete & area terminally cleaned.	
**8. Use barrier to protect dust from going up the stairway, above the portion of the stairs being used for transporting dirt & debris.	
Traffic patterns for construction workers must be established to avoid patient traveled or occupied areas. Depending on workers trafficking patterns established, an anteroom (See Class IV #6) or portable toilet may be needed. The portable toilet and its maintenance are the responsibility of contractor until project completed.	
CSH Security Personnel continuously monitoring the construction site must wear protective attire or paper coveralls while in the area of active construction activities and must remove before entering the bldg. of the general or patient population.	
All other persons walking through the site shall wear shoe covers and/or paper gowns as required for exposure to visible dust and remove them before entering the bldg. of the general or patient population.	
Permit Request By:	
Date:	Date:

Prepared by: Diane Crawford, RN, B.S.N., CIC
Central State Hospital Infection Control
Aug. 22, 2006

Addendum No. 1

RENOVATION
AREA

TEMPORARY DUST TIGHT
PLYWOOD PARTITION

SEAL STAIR DOORS
AT SECOND FLOOR
STAIR WILL NOT BE
USED BY STAFF OR
PATIENTS DURING
THE CONSTRUCTION.

CONTRACTOR MAY ALSO
INSTALL DUST BARRIER
AT STAIR TO PREVENT
DUST ACCUMULATION
AT UPPER STAIR AREA.

ACCESS
ROUTE

SECURE AREA

COURTYARD,
LAWN

CONTRACTOR'S
SECURED
LAWDOWN AREA

SECURE AREA

EXIST. C.I. FENCE / GATE

TO WEST GATE

ADDENDUM NO. 1

CENTRAL STATE HOSPITAL
BUILDING #39
ADMISSION SUITE
RENOVATION.

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